



2026 BYOD PROGRAM

INFORMATION BOOKLET

*Enhancing student learning
in 6*

BYOD PROGRAM

Our Bring Your Own Device (BYOD) program enhances learning by:

- **Using iPads as powerful tools** for creativity, critical thinking, and communication
- **Supporting learning across all curriculum areas**, making lessons more engaging and interactive
- **Developing essential skills and dispositions** that prepare students for lifelong learning

DEVICE REQUIREMENTS

iPad:

- 10th Generation (64GB) **or** 11th Generation (128GB)
- iPad Mini is **not suitable**

Operating System:

- iOS 17 or later

Protection:

- A robust case that includes **screen protection**
- AppleCare+ and/or insurance is **recommended** to protect against theft and damage



Start Date:

- Year 6 students bring their iPad from **Week 2**

iPAD SETUP AND APPLE ID

- An **Apple ID is NOT required** to download the necessary applications for school use. This step can be skipped during initial setup.
- If you wish to install additional apps beyond those assigned by the school, you may create an Apple ID or use an existing one.
- We recommend that parents **do not share the Apple ID password** with their child.

Important:

- Apple's Terms and Conditions require that the person creating an Apple ID account is **13 years or older**. We advise parents to adhere to this guideline.
- iMessage and FaceTime have an age restriction of **16+**. We encourage these services to be **disabled and deactivated** to comply with regulations and reduce classroom interruptions.

Required App

If you have already created an Apple ID, please download the Intune Company Portal App by Microsoft Corporation:

<https://apps.apple.com/au/app/intune-company-portal/id719171358>



Your child will use this app during their first activity when setting up the device for learning. If you cannot download it beforehand, the school will assist with installation.

Parental Responsibility

Managing the iPad is a **shared responsibility** between parents and the school. Parents should:

- Regularly monitor the device to ensure appropriate use
- Be aware of all apps installed to support learning expectations outlined in this booklet

Purchasing Paid Apps

If you choose to purchase paid apps:

- **Do NOT store your credit card details** on the Apple ID account
- Use **Apple gift cards** for purchases to avoid unintended transactions if your child gains access to the account password

iPad Setup Support

You are not required to complete any setup at home if you choose not to. All necessary setup will be completed on the first day the iPad is brought to school.

Helpful Resources:

iPad Tutorial: <https://www.apple.com/support/ipad/>

iPad Tips and Tricks: <https://tips.apple.com/en-au/ios/ipad>

Apple ID Information: <https://appleid.apple.com/>

SCHOOL MANAGEMENT OF IPAD

RECEIVING SCHOOL APPS

Once the device is enrolled in the school's **Company Portal Management System**, all required apps will be automatically assigned and installed. This process occurs at the start of the year and throughout the year if additional apps are needed.

- These apps are purchased by the school at **no extra cost** beyond school levies.
- The school will automatically remove apps when they are no longer required.

EMAIL ACCOUNTS

Each student is issued an email address, which is set up by the classroom teacher on the device.

- Format: **first initial + full surname** followed by @cnsstu.catholic.edu.au
(e.g., John Citizen → jcitizen@cnsstu.catholic.edu.au)
- Students must use this allocated email address only.
- We strongly discourage the use of alternate email accounts (e.g., Gmail, Hotmail) to ensure student safety.
- Our Diocese uses a filtering system to monitor email correspondence for security.

HOME APPS

Parents may install additional apps if desired; however:

- **Do NOT store credit card details** on the device.
- Limit personal game apps to **five (5) or fewer**.

- Parents are responsible for ensuring all apps, images, books, and music are appropriate for a school environment eg. No social media.+
- If unsuitable content is found, teachers will request its removal or remove it themselves.

RESPONSIBILITIES

SCHOOL RESPONSIBILITIES

- Maintain ongoing communication and share information with parents
- Support enrolment and management of iPads through the school's management system
- Deploy teacher-selected apps as required
- Facilitate ongoing professional development and collaboration for staff
- Monitor iPad use during school hours

TEACHER RESPONSIBILITIES

- Maintain regular communication and information sharing with parents
- Establish clear protocols for iPad use, storage, and transportation
- Reinforce school rules and expectations for technology use
- Use effective pedagogy with online sites and digital tools that support student learning
- Maintain a strong focus on the Australian Curriculum
- Encourage cyber-safe behaviours
- Monitor student iPad activity during class (e.g., Apple Classroom, visible screens)
- Keep student passwords and lock codes secure
- Participate in ongoing professional development and collaboration

PARENT RESPONSIBILITIES

- Stay involved and communicate with your child's teacher through meetings and correspondence
- Ensure your child's device meets minimum specifications and all required equipment is provided
- Put security measures in place for passwords and purchases
- Regularly check the iPad's condition for safety and protection
- Respond promptly to repairs and maintenance issues
- Understand that the school does not provide insurance for theft or damage
- Monitor iPad use outside school, including lock codes and internet safety
- Encourage sensible internet use and awareness of digital footprints
- Maintain interest in your child's education through regular discussion
- Ensure sufficient memory for educational requirements
- Do **not** allow social media apps (e.g., iMessage, TikTok, Facebook, Instagram, Snapchat, Kik, FaceTime, Messenger) as they disrupt learning and violate age restrictions (most require users to be 16+)

STUDENT RESPONSIBILITIES

- Follow school policies, guidelines, and the acceptable use agreement at all times
- Adhere to terms and conditions for apps and online activities
- Bring your iPad to school every day, fully charged
- Keep the school lock screen active during school hours
- Ensure your iPad remains in a robust protective case
- Handle and transport the device carefully
- Remove unnecessary content that may restrict memory or impair learning

- Keep passwords and lock codes secure, sharing only with parents/carers and your teacher
- Report any damage or concerns immediately to an adult

DIGITAL CITIZENSHIP AND CYBER SAFETY

St Francis Xavier's School believes that educating students to be safe and ethical cybercitizens is essential—both at school and through a strong partnership between home and school. As students spend more time in online environments, we aim to help them become individuals who **choose to do the right thing, even when no one is watching**. Safe and ethical behaviour is explicitly taught at school, and we ask that these practices are supported at home.

If breaches occur—such as bullying, inappropriate behaviour, or language—these must be reported to parents or the school immediately.

CYBER BULLYING AND ONLINE PROTECTIVE BEHAVIOURS

We strongly encourage parents to visit the **Australian Government eSafety Commission Website**:

<https://www.esafety.gov.au/parents>

This site provides practical tips, advice on managing online challenges, and information on what to do if things go wrong, including links to important support services.

Helpful Links

- **eSafety Online Safety Guide**
<https://www.esafety.gov.au/parents/online-safety-guide>
- **Skills and Advice for Managing Online Challenges**
<https://www.esafety.gov.au/parents/skills-advice>
- **Report Cyberbullying and Unethical Online Behaviour**
<https://www.esafety.gov.au/complaints-and-reporting/cyberbullying-complaints/i-want-to-report-cyberbullying>
- **Common Sense Media**
<https://www.common sense media.org/>
- **Think U Know**
<https://www.thinkuknow.org.au/>

SOCIAL NETWORKING

Catholic Education restricts access to social networking while at school. This restriction will not extend to use at home.

We strongly recommend, for your child's digital safety and wellbeing, that St Francis Xavier's students do not use any social networking sites. As stated on the eSafety Commissioner's website, the risks and benefits of social media need to be carefully considered as: 'each social media site and app has its own criteria for minimum age requirements and most require users to be at least 16 years of age before they can register'. There are apps that are specifically designed for students to communicate using a social media platform. These generally include parental restrictions and responsibilities.

The eSafety Commissioner website has a guide of the latest websites, games, apps and social media, including how to protect your information and report harmful content: <https://www.esafety.gov.au/key-issues/esafety-guide>.

CONSEQUENCES OF INAPPROPRIATE USE AT SCHOOL

Any inappropriate use at school is unacceptable and is subject to disciplinary action and exclusion from school networks and resources. Parents will be notified of any serious breaches and if iPad use has been restricted.

FREQUENTLY ASKED QUESTIONS

Does my child bring the iPad to school on the first day?

No. We would like to establish clear expectations and classroom practices before iPads are brought into school. Teachers will discuss with students how iPads are transported, managed, stored, used and set up before we ask the students to bring them.

Do I need to buy a case to protect the iPad?

Absolutely. We strongly encourage you to buy a case for your child's iPad in order to protect the device from damage. An iPad is not indestructible. We recommend investing in a 'Survivor' case. We encourage this case to remain on the iPad at all times. Many popular cases do not often provide the same level of protection and often result in damage, especially when they do not include screen protection.

Do I need to buy an Apple Pencil or keyboard for the iPad?

No, these accessories are not required for learning.

What apps should I purchase and install so I am ready for school?

You will not need to purchase any apps as the school will share apps with your device. All additional apps are up to your discretion.

What about home learning on the iPad?

There may be times when home learning is required to be completed on the iPad at home. However, your child's teacher will communicate this with you.

Do I need wi-fi at home?

Not for all work. If you do not have wi-fi at home, there are many ways for your student to complete work, and then they can share digitally with their teacher when they get to school. Please discuss this with your teacher if you have any concerns about access to digital work at home. When using wi-fi at home, it is your responsibility to monitor your child's usage. Your supervision is essential, and we encourage parents to regularly check their child's online activities (e.g. browsing history and correspondence)

How should the iPad be transported to and from school?

The iPad must be in its protective case (e.g. Survivor Case) at all times. Students must take their iPad home each night to recharge the battery. Students should not be using their iPad while waiting before or after school.

Will the iPad be secure at school?

At school, the classrooms are locked and secured when unattended. We do encourage purchasing the insurance package with the recommended bundle. This covers theft and damage.

Will the iPad battery last all day?

If the iPad has been brought to school with 100% battery power, it will last for the school day. You can also go online to access tips for extending battery life. Visit: <http://www.apple.com/au/batteries/maximizing-performance/>